



**City of Saugatuck
Historic District Commission**

Meeting Minutes November 3rd, 2022, 6:00 PM
Saugatuck City Hall
102 Butler Street

Call to Order/Roll Call: Chair Straker called the meeting to order at 6:00 p.m.

Present: Leo, Stanton, Pannozzo, Paterson & Straker.

Absent: Cannarsa.

Others Present: Director of Planning, Zoning and Project Management Cummins and Deputy Clerk/DPW Administrative Assistant Williams.

Agenda Changes/Additions/Deletions: None.

Approval of Minutes:

Motion by Leo, second by Stanton, to approve the October 6, 2022, meeting minutes. Upon voice vote the motion carried 5-0.

Public Comments:

Chairman Straker read email comments from Peg Sanford, she is opposed to the exterior signage name change to “City of Saugatuck”.

Unfinished Business: None.

New Business:

A. City Hall and Booth Restoration

City Hall needs significant exterior repairs and restoration. City Hall is a contributing resource to the historic district. City Hall was built in the late 1800s to be a fire house for the area Fire Department. Over time, the building transitioned to house City Hall functions and is now home to the offices of the City Manager, Treasurer, City Clerk, Zoning Administrator, and Assessor. City Hall is also listed on Michigan’s State Register of Historical Sites and sensitivities exist to maintain the exterior character of the building.

A motion was made by Stanton, 2nd by Pannozzo to approve the City Hall and Jones Park information booth exterior restoration work in accordance with the plans and details submitted. Approval shall be subject to the following conditions:



- *Encourage the continuation of the current Saugatuck signage, as opposed to the City Hall signage.*
- *Fill in the window well openings and return to ground level for moisture and rodent protection or repairing the glass creating foundational protection without a plexiglass cover.*
- *Recommends leaving Interurban signage the as is.*

Upon voice vote the motion carried 5-0.

B. Jones Park Historic Marker.

The Saugatuck-Douglas History Center (SDHC) wishes to place an interpretive marker in Jones Park. The SDHC previously placed historical markers in other portions of the city, including in the Historic District. The proposed marker for Jones Park would be of the same material (steel), size, and appearance as the others.

A motion was made by Stanton, 2nd by Pannozzo to approve the placement of a historic marker at Jones Park in accordance with the plans and details submitted. Upon Voice vote the motion carried 5-0.

C. 221 Water Street.

The applicant proposes to construct a 10'x12' accessory shed, expand the existing deck, and install a hot tub in the rear yard of the property.

A motion was made by Stanton, 2nd by Leo to approve the new 10'x12 shed, deck extension, and hot tub located at 221 Water Street in accordance with the plans and details submitted within the application materials with the following conditions:

- *Shed material shall be wood.*

Upon voice vote the motion carried 5-0.

D. 841 Holland Street.

The applicant constructed a cedar privacy screen to block the patio from the public right-of-way and requests retroactive approval.

A motion was made by Stanton, 2nd by Leo in to approve the cedar privacy screen in accordance with the plans and details submitted within the application materials. Upon voice vote the motion carried 4-1.

Administrative Approvals & Updates: No comments.

A. **120, 124, 128 Elizabeth Street** – Lattice Removal, Repair, Replacement

B. **612 Lake St.** – Fence Replacement

Communication: None



Public Comment: None

Commission Comment:

Chair Straker – Open seat discussion will gear up after Thanksgiving. We have 2 applicants currently.

Adjourn: Motion by Pannozo, second by Stanton to adjourn. Chair Straker adjourned the meeting adjourned at 7:04 p.m.

Respectfully Submitted by
Sara Williams,

Deputy Clerk